

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Aug 6, 2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	SRCP Media Inc	
Advertiser:	Brunner/R/Senate	
Invoice #	931996	Net Invoice Amount
Invoice Date		Amount Paid
		Adjustment to Gross Billing \$ 1,460.00
		Adjustment to Net Billing \$ 1,241.00
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 7/23

M-F 530a=4x@ \$165 Lur L2 \$150 total rebate \$60	
M-F 6a-7a= 4x @ \$565 Lur L2 \$ 550 total rebate \$60	
M-F 7a-9a= 4x @ \$425 Lur L2 \$300 total rebate \$500	
M-F 5p-530p= 1x @ \$400 LurL3 \$300 total rebate \$100	
M-F 5p-530p= 3x @ \$600 Lur L2 \$550 total rebate \$150	
M-F 630p-7p= 4x @ \$865 Lur L2 \$750 total rebate \$460	
M-F 1105p-1135p = 3X @ \$300 Lur L2 \$275 total rebate \$75	
Sat 5a-6a= 1x @ \$35   Lur L3 \$30 total rebate \$5	
Sun 6a-7a= 1x \$200 Lur L2 \$150 total rebate \$50	

Revised invoice required? \_\_\_\_\_

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: \_\_\_\_\_ by \_\_\_\_\_

Updated 03/15/12

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Today's Date:	Aug 6, 2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	SRCP Media Inc	
Advertiser:	Brunner/R/Senate	
Invoice #	932003	Net Invoice Amount
Invoice Date		Amount Paid
		Adjustment to Gross Billing \$665
		Adjustment to Net Billing \$ 565.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 7/23

M-F 6a-7a= 1x @ \$565 Lur L2 \$550 total rebate \$15

m-F 7a-9a= 4x @ \$425 Lur L2 \$300 total rebate \$500

M-F 6p-630p= 1x @ \$800 Lur L2 \$650 total rebate \$150

Revised invoice required? \_\_\_\_\_

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
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GSM	All debits/credits	except Retrans & Non Sales region
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Updated 03/15/12

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Aug 8, 2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	SRCP Media Inc	
Advertiser:	Brunner/R/Senate	
Invoice #	931996	Net Invoice Amount
Invoice Date		Amount Paid
		Adjustment to Gross Billing \$ 50.00
		Adjustment to Net Billing \$ 42.50
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 7/30

M-F 630p-7p =1x @ \$575 Lur L2 \$525 total rebate \$50

Revised invoice required? \_\_\_\_\_

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

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Updated 03/15/12